

Service Coordination Board (SCB) Meeting Summary

Date: 06 March 2013

Members in attendance:

	Member	In Attendance
AES	John Maclean	√
	Geoff Pile	√
ASD	Michael Borland	√
	Ali Nassiri	
XSD	Mark Beno	√
	Chris Jacobsen	√
	Jonathan Lang	
Upgrade Project	Tom Fornek	
	Mohan Ramanathan	

Secretary: D. Ferguson

Also in attendance: S. Davey, R. Torres, C. Eyberger, R. Gerig

Agenda

Review of minutes

Review of Open Action Items

Project Report Summary Discussion

- Scope Change
- Hours discrepancies
- Sector 6 project approval

New Business

- Non-recurring M&S
- Review Status of ASD submitted proposals
- Green Sheet Mandate

Meeting Summary

The meeting minutes from 20 February 2013 were discussed and approved with minor changes. Open action items from 13 February 2013 were discussed. Clarification on SCU Measurement System with Y. Ivanyushenkov and been changed. Due to the discrepancy in hours becoming greater than 20%, it has been requested that Ivanyushenkov submit an updated plan to the project proposal system. R. Torres provided an update on the APS Project Report Summary. This report can be accessed through the following links

Permanent URL to the newest released revision: https://icmsdocs.aps.anl.gov/docs/idcplg?IdcService=DISPLAY_URL&dDocName=APS_1432632

Web Location: https://icmsdocs.aps.anl.gov/docs/groups/aps/@apsshare/@computersystems/documents/list/aps_1432632.pdf

Native File: [Project Report Summary - Jan 2013 \(APS_1432632\).xlsx](#)

R. Gerig discussed the need for M&S data through 2019. This list should capture beamline enhancements, Operations and Research and Development projected needs. The need to review ASD projects that will not be completed in FY2013 was discussed. The need for projects to use the Green Sheet effort reporting system was discussed.

New Action Items

1. Send email to Brian Rusthoven regarding Project 1153 designer effort discrepancy [Torres]- Closed
2. Alert Ivanyushenkov to the need to submit an updated plan to project 1153 due to effort discrepancy of greater than 20% [Borland] – Closed
3. Send ASD Project list to Borland for review [Davey] – Closed
4. Send email regarding project updates for ASD projects that will not be completed [Davey] –Open
5. Discussion with D. Lichty regarding Green Sheet effort [Borland] – Open
6. Meet with R. Gerig on clarification of long-range planning information needed and distribute requirements [Pile]-Closed
7. All Divisions to rank priorities in Operations and Research and Development spending through 2019. [Borland, Beno, Pile, Maclean] – Closed
8. All Divisions to provide responses to “charge questions” per R. Gerig [Borland, Beno, Pile, Maclean]- Closed

Open Action Items

From 20 February 2013 meeting:

1. Long-term item: Provide training on green sheet effort status when programming changes occur [Torres] - Closed

From 13 February 2013 meeting:

1. Action Item: Meet with Rick and Richard to review effort for project 431 [Maclean] – Closed
2. Action Item: Request C. Benson to provide detail on XSD provisionally approved projects 547 and 1097 [Davey] –Closed
3. Action Item: Resolve Project 482 effort with P. Den Hartog [Davey] – Closed

Agenda Topic Review of Minutes from 20 February 2013 SCB meeting

Minor corrections to the minutes were suggested. These corrections have been incorporated into the final meeting minutes posted on the web.

Agenda Topic Review of Open Action Items

Open action items from 13 February 2013 were discussed. Richard Farnsworth is on vacation and therefore unable to meet with J. Maclean. 9BM had two proposals in the proposal system. These have been merged into one plan. Provisional Approval Status has been granted. Clarification on SCU Measurement System with Y. Ivanyushenkov and been changed. Due to the discrepancy in hours becoming greater than 20%, it has been requested that Ivanyushenkov submit an updated plan to the project proposal system.

Agenda Topic Review Project Report Summary Discussion

R. Torres provided an update on the APS Project Report Summary. A request for updated information was sent to the project managers. Responses are returning in a timely fashion. There have been some questions regarding the budget which have been fielded to their responsible divisions. Project 1153 was discussed. The hours have not changed. However, dates have changed. Scope change and actual hours versus planned hours discrepancies were discussed. The decision was reiterated that the manager of any project with an effort discrepancy greater than 20% needs to complete a new plan and submit it to the project proposal system. Plans having any significant scope change also need to be resubmitted. Using the proper process was reiterated in regards to the 6BM Design project, number 1453. Using an improper process can create a "ricochet effect." There is not a plan yet but hours are being charged. It was unanimously voted to move this project back to Provisionally Approved until the proper process is completed.

Project	Discussion
1153	See above
1453	Move project to Provisionally Approved. Design estimates are very low. Discrepancies between actual hours and estimated hours was significant.
1454	New project, Move to Provisionally Approved, plans needed

New Business

Agenda Topic Non-recurring M&S

R. Gerig provided information and led a discussion on future M&S projections needed through 2019 to present at the BES Review. The goal is to be able to show the review committee a plan incorporating all three divisions. Information is needed by 3/8/2013 on obsolescence, beamline plans and upgrades, operations planning, and research and development strategies. These should include effort, planning and M&S statements. These plans are to include "why" and the benefits of performing them. In addition, two "charge" questions need text. This led to a more in-depth discussion on current needs versus future needs, lower priority project versus R&D project, and effort balancing. G.Pile is to meet

with R. Gerig on clarification of long range planning information needed and distribute requirements to affected personnel.

Agenda Topic Review Status of ASD submitted proposals

The need to review ASD projects that will not be completed in FY2013 was discussed. It was agreed that M. Borland would complete this action item. S. Davey to send notification email.

Agenda Topic Green Sheet Mandate

The need for projects to use the Green Sheet effort reporting system was discussed. Currently AES is the only division requiring 100% use of this system. AES needs the effort of the other groups to assist in resolving effort discrepancies. Problems prohibiting use in ASD are as follows:

- Division cost codes are not available in the current system
- Real time reporting vs normalization of data

Next Meeting: March 20, 2013, 401/B4100, 11:15